



Participatory Budgeting

Steering Committee Workshop #1 Notes

Where: City Hall, 203 S. Farwell St., North Conference Room

When: Monday, July 26, 2021, 9 a.m. to 11 a.m.

Attendance: SC members Cheryl Contant, Karen Petersin, Kenny Tubwell, Jacksen Wolff, Susan Wolfgram, Mia Xiong. City staff: Scott Allen, Jeneise Briggs, Taylor Graybehl, Ned Noel

Agenda:

1. Introductions/Recap

Members introduced themselves and made personal name tents. Kick-off meeting notes were reviewed to bring everyone up to speed. A PB operating budget was submitted also.

2. Review Scale & Proposed Process Timeline

Staff reviewed a timeline with the 4 major phases. The design phase was highlighted as most critical. Members agreed to shoot for rulebook approval near Labor Day.

3. Group Breakout: PB Goals & Outcomes

The committee broke into two small groups with staff facilitating. The major goals/definitions of equity, inclusion, diversity and sustainability (EDIS) were reviewed in light of what outcomes the groups wanted to see. After reconvening, the full committee decided that the following was important in PB projects and process outcomes:

- a. **Equity** - *Involves distributing resources based on the needs of the recipients.* Projects should be prioritized to serve historically under-represented and/or marginalized populations; projects serve areas of the city that have experienced similar disinvestment or overlooked projects to these populations; include direct outreach to these populations; projects should show results (maximum impact by user groups, innovation in community-centered/building outcomes, and within place and at scale),

use numbers, needs met, appreciation, etc. by the intended audiences); special interest groups like neighborhood associations, etc. cannot submit projects, only individual residents of the community can; contracted projects should seek to use businesses that meet similar EDIS goals).

- b. **Diversity** – *All the differences (both observable and non-observable) between us based on which we experience advantages or encounter barriers to opportunities.* Ask different community populations on good ways to engage and involve them in the PB process; seek volunteer representatives of these groups to be integrated in the process to serve as connections and provide valuable perspectives.
- c. **Inclusion** – *Fostering a sense of belonging by centering, valuing, and amplifying the voices, perspectives and styles of those who experience more barriers based on their identities.* Provide language translation at events and on materials; direct and intentional targeted outreach and engagement approaches to different groups/cultures; hold events at locations that are very accessible; use non-technological means to communicate to various abilities and cultures, provide assistance in drafting proposals with “project advocates/budget delegates”; prioritize projects that include more than one group; each project proposal should include a plan on how they are meeting the EDIS goals; voting process needs to have as few as possible barriers.
- d. **Sustainability** – *Meeting the needs of the present without compromising the needs of future generations* (environmental, social and fiscal ends). The committee did not have enough time to list any review criteria or desired outcomes.

4. **Appoint Second Co-Chair**

It was decided to move this item to the next workshop due to time constraints.

5. **Group Breakout: Participant & Project Eligibility**

The committee decided to not meet in groups for time sake. The question about who can vote was discussed. Committee members felt that 6th graders on up could vote (age 11-12) based on ability to understanding project proposals. They decided anyone who is living in the city as a resident- permanent or temporary - can vote. One form of identification is needed to vote. For homeless, an agency or shelter letter could suffice.

The committee thought project eligibility could include projects installed on public or private property. Multiple projects should be funded in the first cycle with more funding going to projects that maximize EDIS outcomes. If there is funding left over, they wanted funds to carry over to the next cycle or potentially be applied to the next highest voted on project. The committee wanted to revisit this all at the next workshop.

6. **Review Marketing Material**

The committee decided to review this at their next workshop.

7. **Next steps**

Review a draft rulebook that contains initial direction provided by the committee.